

Bensley Community Building

Directions:

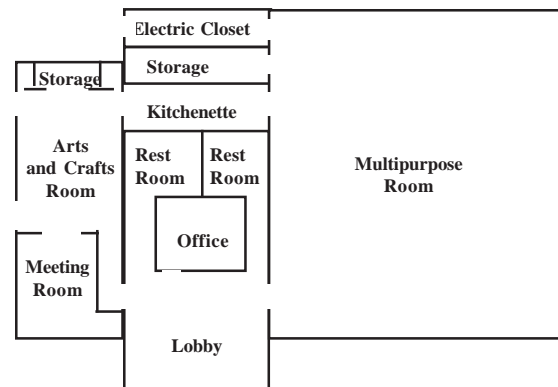
From Chippenham Parkway, go south on Jefferson Davis Highway (Route 1/301), pass 7-Eleven on left, go through stoplight and take a right onto Swineford Road (approximately .7 miles). Look for the Bensley Community Building sign.

Go .3 miles and bear left at the fork onto Drewry's Bluff Road. Drive around curve and the community building will be located on your left.

From Route 288, travel north on Jefferson Davis Highway (Route 1/301) past the Defense Supply Center Richmond on your left. Exactly one mile past DSCR, take a left onto Swineford Road.

Go .3 miles and bear left at the fork on Drewry's Bluff Road. Drive around curve and the community building will be located on your left.

For more information on using the Bensley Community Building for your special activity, please call 275-5321.



Bensley Community Building



Fees and maximum occupancy

	two-hour minimum/ each additional hour	maximum occupancy standing/tables and chairs
multipurpose room	\$75/\$25	138
arts-and-crafts room	\$40/\$20	42
kitchen	as available	

Bensley Community Building

Bensley General Information

The Bensley Community Building, at 2900 Drewry's Bluff Road, (located in Bensley Park) was dedicated on May 6, 2000 after the completion of an expansion which more than doubled its size to 5,700 square feet. The Bensley Community Building now offers a large multi-purpose room, an arts and crafts room, and a warming kitchen.

The Bensley Community Building is available for rentals on a first-come, first-served basis. Individuals/groups renting the building are required to follow all rules and regulations. A Bensley Community Building staff member will be present at all times during the rental. General information and rental applications are available at the building, or can be mailed upon request.

Reservation/Payment Information

Reservation requests: To obtain a rental application form please call the Bensley Community Building at (804) 275-5321 during normal business hours, Monday - Thursday, 8:30 a.m. - 5 p.m. and Fridays from 8:30 a.m. - noon.

Make checks payable to:

Treasurer, Chesterfield County.

Payment due date: Payment *must be received* within three weeks from date of request.

Mail or drop off reservation forms/payment to:

Bensley Community Building 2900 Drewry's Bluff Road or Chesterfield County Parks and Recreation Department, P.O. Box 40, Chesterfield, VA. 23832

Rental Procedure

- ① All groups or individuals interested in renting the Bensley Community Building are encouraged to view the building before making a reservation.
- ② Individuals making the reservation to rent, must first inquire availability, by calling or viewing the building. If available, the staff person will make a tentative reservation.
- ③ The "Rental Application Form" must be completed and returned to the community building, or mailed to Chesterfield County Parks and Recreation prior to acceptance of rental.
- ④ A rental request can be held for up to three weeks without payment. If payment is not received within three weeks of booking date, the tentative reservation will be removed from the book.
- ⑤ A special event permit may be required.
- ⑥ Refunds will be granted up until one week before the reservation date. All refund requests must be received in writing to the previously stated address. Refunds will take approximately two weeks to process.

For more information, please call the Bensley Community Building staff at (804)275-5321.

Revised 5/05

